

The Interview Playbook Every Jobseeker Needs

Brought to you by Max ResumeBuilder

Table of Contents

1. Introduction 2. 1. Preparing for Success 3. 2. Understanding Interview Types 4. 3. Mastering Behavioral Interviews 5. 4. How to Research a Company 6. 5. Creating a Strong First Impression 7. 6. Common Interview Questions 8. 7. Asking Smart Questions 9. 8. Body Language and Non-Verbal Cues 10. 9. Follow-Up Etiquette 11. 10. Virtual Interview Tips 12. 11. Handling Tough Questions

13. 12. Questions You Should Ask

15. 14. Mock Interviews & Practice

14. 13. Salary Negotiation Tips

16. 15. Final Thoughts

Introduction

Welcome to your essential guide to interview success...

1. Preparing for Success

Understand your strengths and research your role...

2. Understanding Interview Types

Phone, video, group, panel, and more...

3. Mastering Behavioral Interviews

Learn the STAR method and structure your responses...

4. How to Research a Company

Know the mission, vision, and recent news...

5. Creating a Strong First Impression

Dress appropriately and show confidence...

6. Common Interview Questions

Tell me about yourself, strengths and weaknesses...

7. Asking Smart Questions

What are the expectations? What does success look like?

8. Body Language and Non-Verbal Cues

Smile, eye contact, posture, and presence...

9. Follow-Up Etiquette

Always send a thank-you email...

10. Virtual Interview Tips

Stable internet, clear background, test your setup...

11. Handling Tough Questions

Address gaps, failures, or career changes with honesty...

12. Questions You Should Ask

Clarify your role, team dynamics, and expectations...

13. Salary Negotiation Tips

Know your value, research benchmarks, and be ready...

14. Mock Interviews & Practice

Use AI tools, record yourself, and get feedback...

15. Final Thoughts

Stay positive, keep learning, and never give up...